

Brownfields Assessment Cooperative Agreement Quarterly Report

Grantee Name: City of Bremerton
Cooperative Agreement Number: BF – 9604651 – 0
Start Date: 07/20/2006 End Date: 12/31/2009 Quarterly report number: #13
Date submitted: October 27, 2009 Federal fiscal quarter(s) covered by report: #4-2009
Prepared by: Lynn Price, P.E., Project Manager, 3027 Olympus Drive, Bremerton, WA, 98310, email: lynn.price@ci.bremerton.wa.us, phone number: 360-473-5272
Submitted by [if different]: Same as above
This Quarterly Report is provided to Joanne LaBaw, EPA Project Officer, by electronic copy

ACTIVITIES PERFORMED DURING THE QUARTER

Modifications to Work Plan or Budget: The grant period completion date was extended to December 31, 2009 to allow for completion of public involvement activities. The grant budget was adjusted to reflect a reallocation of remaining budget to the remaining tasks.

Delays encountered during this reporting period include:

No delays to report this period.

Assessment Activities: None during this quarter. All assessment work under the Brownfields grant has been completed. Further assessment work performed under a TBA was completed in August.

Redevelopment Activities: None during this quarter.

Community Involvement: No activity this period. The Community Involvement Phase will be completed next Quarter.

Meetings and Travel: No scheduled meetings and/or authorized travel to report this period.

Deliverables/Work Products: No deliverables or work product this report period.

ANTICIPATED ACTIVITIES NEXT QUARTER:

TASK 1 - PROJECT MANAGEMENT: Preparation of the Quarterly Progress Report and MBE/WBE Utilization Form.

TASK 2 - PUBLIC INVOLVEMENT: A public meeting is currently scheduled for 6:30 PM, November 19, 2009 at the Norm Dicks Government Center in Bremerton.

TASK 3 - SITE CHARACTERIZATION:

No site characterization activities are anticipated in the next quarter.

BUDGET STATUS:

Please refer to Tables 1 and 2 below for a presentation of the current budget status.

FUNDS EXPENDED:

No grant funds were expended and no applications for payment were made during the quarter. A total of \$186,120.31 of the \$200,000.00 (93.06%) grant funds have been expended to date.

PROPERTY PROFILE FORM/FORM UPDATE:

No changes to report to the Property Profile this Quarterly Report.

Table 1 - Summary of Quarterly Expenses by Task for Report Period: 4-2009

Budget Categories	Task 1 (Project Management)	Task 2 (Public Involvement)	Task 3 (Site Characterization)	Total Quarterly Expenses	
Personnel	\$236.51	\$0	\$0	\$236.51	
Supplies	\$0	\$0	\$0	\$0	
Contractual	\$0	\$0	\$0	\$0	
Travel	\$0	\$0	\$0	\$0	
Total Direct Charges	\$0	\$0	\$0	\$0	
Total Current Quarterly Expenses	\$0	\$0	\$0	\$0	
Cumulative Overall Project Expenses	\$25,113.57	\$0	\$161,006.74	\$186,120.31	

Table 2 - Summary of Expenses by Category for Report Period: 4-2009

Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Balance
Personnel	\$30,450	\$28,501.71	\$236.51	\$28,738.22	\$1,711.78
Supplies	\$50	\$10.48	\$0	\$10.48	\$39.52
Contractual	\$168,000	\$155,913.21	\$0	\$155,913.21	\$12,086.79
Travel	\$1,500	\$1,458.40	\$0	\$1,458.40	\$41.60
Total Direct Charges	\$200,000	\$185,883.80	\$236.51	\$186,120.31	\$13,879.69
Total Cumulative Expenses	\$200,000	\$185,883.80	\$236.51	\$186,120.31	\$13,879.69

Attachment: MBE/WBE Utilization Form-Federal for Fiscal Quarter 4 (July-Sep, 2009).